

**THE VIRGINIA BOARD OF SOCIAL WORK
MINUTES
FRIDAY, OCTOBER 28, 2011**

The Virginia Board of Social Work ("Board") meeting convened at 10:15 a.m. on Friday, October 28, 2011 at the Department of Health Professions, 9960 Mayland Drive, Richmond, Virginia. Wayne Martin, Chair called the meeting to order.

BOARD MEMBERS PRESENT: Wayne A. Martin, Chair
Jennifer Blosser
Willie T. Greene, Sr.
Yvonne Haynes
Susan Horne-Quatannens
Arthur Mayer
Catherine L. Moore
Nettie Simon-Owens
Patricia Smith-Solan

STAFF PRESENT: Evelyn B. Brown, Executive Director
Howard Casway, Sr. Assistant Attorney General
Catherine Chappell, Deputy Executive Director - Licensing
Sarah Georgen, Administrative Assistant
Patricia L. Larimer, Deputy Executive Director – Discipline
Arne Owens, DHP Chief Deputy Director
Elaine Yeatts, Senior Policy Analyst

ORDERING OF AGENDA

Ms. Brown requested that the agenda be rearranged to allow her to provide the Executive Director's Report at the end of the meeting. The agenda was accepted as amended.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MINUTES – July 15, 2011 Board Meeting

Ms. Horne-Quatannens moved that the minutes of the July 15, 2011 Board meeting be approved as written. The motion was seconded by Ms. Blosser and passed.

DIRECTOR'S REPORT – Arne Owens

Mr. Owens stated that the Department of Health Professions (the Agency) completed the 2011 annual board member orientation in September which provided an overview of the Agency and served as a helpful tool for new board members.

Mr. Owens reported that the Agency will be involved in the National Take Back Day Initiative, sponsored by the U.S. Drug Enforcement Agency and in cooperation with Virginia State Police. This event will provide an opportunity for the public to surrender expired, unwanted, or unused pharmaceutical controlled substances and other medications for destruction.

Mr. Owens noted that Virginia is currently participating in the pilot program, Prescription Monitoring Program (“PMP”) Interconnect, which allows registered PMP users access to other states’ prescription records.

He updated the Board on efficiency measures implemented by the Agency and highlighted the steps underway to improve disciplinary case processing efficiencies.

RECOGNITION OF EXECUTIVE DIRECTOR – Wayne Martin

Mr. Martin presented Ms. Brown with the 2011 Association of Social Work Boards (ASWB) Administrator Award of the Year recognizing her guidance, professionalism, ethical leadership, knowledge and support. This national award is presented annually in recognition of outstanding efforts and initiatives by board administrators throughout the United States and Canada.

In addition, Ms. Brown was presented with a plaque by the Board members to recognize her twenty two (22) years of dedicated service to the Board of Social Work.

LICENSING DEPUTY EXECUTIVE DIRECTOR’S REPORT- Catherine Chappell

Ms. Chappell provided the Board with an overview of a recent meeting with the Virginia Community Services Board Association (“VACSB”), called to address VACSB’s concerns with the Board’s application processes related to approval time frames, clarification of clinical duties of applicants, and education questions raised by Board staff. Ms. Chappell emphasized that a high number of applications are often submitted incomplete, contain clerical errors and unclear information, have deficient educational requirements, and are lacking depth of proposed clinical supervised experience. She reported that Board staff and VACSB are working collaboratively to educate both licensees and supervisees in an effort to provide more efficient and timely review of requests for supervision and licensure. A workgroup has been formed by VACSB to review the Board’s applications and website in an initiative to draft guidance for use within the local community service boards to improve the quality of the submitted applications. Ms. Brown emphasized that the LCSW license is for autonomous practice and each licensee must meet the requirements of the Regulations.

Ms. Chappell also reported on the recent meeting with Board contracted credentials reviewers to discuss common concerns: the increased volume of requests for supervision and application, inter-rater consistency of review of proposed clinical duties, and evaluation of educational requirements. She reported that new forms have been developed to allow applicants to provide more specific details of their proposed supervision experience, as well as, designate completed coursework as meeting the specific requirements for “clinical course of study”. Both forms will aid the credentials reviewers in evaluation of an applicant’s credentials.

Ms. Chappell provided an overview of Board office activity in the first quarter of fiscal year 2012, which included 83 new licenses issued (66 LCSW’s and 17 LSW’s), 118 new applications for Registration of Supervision, 124 applications for licensure, and on average 150 calls and emails per week.

She also reported that the Agency is proposing paperless licensing in an effort to reduce costs and for prevention of fraud during renewal time. Ms. Chappell emphasized that the paperless licensure issue is still under discussion; however the website offers primary source verification of licensure through the *License Lookup* option.

Ms. Chappell also informed the Board that Conflict of Interest forms will be mailed to each Board member and should be returned to the Board office by the end December.

DISCIPLINE DEPUTY EXECUTIVE DIRECTOR'S REPORT – Patricia Larimer

Ms. Larimer reported that since the last meeting, the Board has closed fifteen (15) cases. At the present time, there are six (6) cases being investigated by the Enforcement Division, with seventeen (17) cases at Board level to be reviewed for probable cause.

There are two (2) cases at the Administrative Proceedings Division level for preparation of informal conference notices.

Continuing Education audit letters were mailed to 1% of licensees on October 17, 2011. The audit results will be presented at the next Board meeting.

REGULATORY/LEGISLATIVE UPDATE – Elaine Yeatts

Ms. Yeatts reported that two sets of regulations for the Board are in process. Regulations relating to a proposed fee increase and change from biennial to annual license renewal are in the Secretary's office for consideration. Regulations to clarify the requirements for endorsement and "active practice" are in the Governor's office for review.

She also stated that two (2) Petitions for Rule-making which will be voted upon at the next Board meeting on January 20, 2012. The Petitions have been published and public comment will be accepted until November 15, 2011. The Petitions relate to continuing education, and the status of applicants who have completed the requirements for supervision but have not yet passed the licensing examination.

COMMITTEE REPORTS:

Regulatory Committee - Yvonne Haynes/Elaine Yeatts

Ms. Haynes informed the Board that the Committee will be considering the merit of a new level of licensure, between Licensed Social Worker and Licensed Clinical Social Worker, as a possible solution to the need for master's level social workers in intensive in-home and day treatment programs, as well as, in agency settings. A new licensed master's social worker credential would require approval by the General Assembly as a change in the Code of Virginia.

Ms. Horne-Quatannens asked the Regulatory Committee to consider adding language to address distance therapy between a licensee and a client in another jurisdiction.

The Committee plans to schedule a meeting in January 2012, but no date was designated at that time.

Credentials Committee – Catherine Moore

Ms. Moore reported that four (4) Informal Conferences had taken place on October 27, 2011, and that the recommended decisions would be considered at the next Board meeting on January 20, 2012. She also noted that the Credentials Committee would meet immediately following the Board meeting.

EXECUTIVE DIRECTOR'S REPORT - Evelyn Brown

Ms. Brown thanked Board members for their time and efforts in protecting the citizens of the Commonwealth of Virginia through regulation of social work in Virginia. While the Board continues to address challenges in regulating the profession, the Board has consistently and effectively maintained the integrity of the license by implementing appropriate regulations.

NEW BUSINESS

Letter from Virginia Society of Clinical Social Work (“VSCSW”).

Ms. Brown reported that an invitation from the VSCSW had been distributed to current Board members requesting their attendance at an upcoming continuing education course at no cost. Mr. Casway commented that accepting the invitation to attend the seminar, to which others were charged a fee, may appear inappropriate and suggested that Board members who wished to attend the seminar attend at their own expense to avoid any perception of conflict of interest.

Guidance Document 140-10 Revision.

Ms. Brown asked the Board to consider revising Guidance Document 140-10 to provide further clarification of “clinical social work services” by specifically stating that formulation of a diagnosis was a necessary component in the supervised experience. The Board agreed that the Guidance Document, while not intended to be a full description of “clinical social work services”, currently reflected sufficient detail that assessment, diagnosis, and therapy must be part of the clinical supervised experience. The Board further agreed that diagnosis is an essential part of the supervised experience and directed that requests for supervision be denied if diagnosis is not part of the proposed duties. Additionally, the Board discussed that the supervisor is responsible for ensuring that the supervised experience meets the requirements of Regulation 18VAC140-20-50 and Guidance Document 140-10.

Ms. Simon-Owens moved that a statement of purpose be added to the guidance document, clarifying that Guidance Document 140-10 was drafted in response to concerns from applicants about what constitutes “clinical social work services.” The motion was seconded by Mr. Greene and carried. The Board referred the revision of the guidance document to the Credentials Committee for action.

OLD BUSINESS

Ms. Simon-Owens reminded the Board that discussion of the graduate programs’ administrative difficulties in documenting practicum supervisors qualifications had been deferred from the last meeting. Ms. Brown remarked that Board staff has revised the practicum form in question to capture information necessary from the graduate programs in order to evaluate an applicant’s practicum experience. The revised form appears to have alleviated the administrative concerns from the educators.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 4:05 p.m.

Wayne Martin, LCSW

Evelyn B. Brown, Executive Director